

Delaware Developmental Disabilities Council (DDC)
Children and Families Committee Meeting
Friday, April 21, 2017 from 1:30 PM to 3:30 PM
DDDS, 2540 Wrangle Hill Road, Bear, DE

Minutes of Meeting

Members Present: Alex Eldreth, Committee Chair; Nancy Lemus, Parent Advocate; Carrie Melchisky, Parent Advocate; Laura Greene, Advocate; Alvin Emory, Advocate

Members Absent: Frances Fleming, Parent Advocate; Steve Yeatman, Parent Advocate

Guests Present: None

Staff Present: Kristin Harvey, Social Services Administrator, Delaware Developmental Disabilities Council (DDC)

- I. **Call to order-** Chairperson Alex Eldreth called the meeting to order at 1:40 PM.
- II. **Approval of Minutes-** A quorum being present, the committee voted to approve the minutes.
- III. **Approval of Agenda-** A quorum being present, the committee approved the agenda as written.
- IV. **Chair's Report-** Alex welcomed everyone present. He stated that the focus of his staff report was the work ahead of the committee, emphasizing the amount of work that has been assigned to the committee in the DDC 2017-2021 State Plan. Due to the large quantity of work, Alex stated that the committee must work on more than one objective at a time in order to accomplish all of the committee's objectives within the required time frame. Regarding committee membership, Alex said that he would be happy to see the committee grow perhaps by a handful of members. He directed the members' attention to the informational flyer prepared for the committee at the request of the committee. The flyer's intent is to provide a "who, what, when, where" on one piece of paper to give to people who are interested in joining the committee. Alex said that he was working on getting Vicky George, who owns a non-profit organization focused on recreation and adapted physical education to the committee's June meeting.
- V. **Staff Report-** Kristin Harvey stated that if any committee members have changes that they would like to see in the informational flyer, to please let her know and she will take care of it. Kristin reminded the committee that the 2017-2021 State Plan is renewed each year, and that it is due to the Administration of Intellectual and Developmental Disabilities (AIDD) each August. Keeping that in mind, Kristin asked the committee to consider their current objectives and contemplate any changes that they would like to have made. Kristin noted that substantive changes require a 45 day public comment period, so any changes must be requested no later than the committee's June meeting.
- VI. **Current Business-**

A. Action Item/Vote- RFP 1705:

Following review, the committee requested a few minor changes in phrasing. Kristin stated that she would make the edits to the document, and send it to Stefanie Lancaster of the DDC to copy for the

Council's May meeting. The committee voted to approve the revised RFP and present it to Council in May.

B. Work Plan:

The committee reviewed their two month work plan. They agreed to table the updates on inroads with the YMCAs in Delaware item until June or later in the summer. They also agreed to add an item to the May work plan to invite a nutritionist and Vicky George to the June meeting.

C. Report to the DDC Executive Committee:

CF committee members requested that Alex present RFP 1705, as revised, to the Council at their May 10th meeting to seek Council's vote of approval.

VII. New Business

- A. Next meeting-** The next meeting will be held on Friday, May 19, 2017 from 1:30 PM to 3:30 PM at DDDS Fox Run, 2540 Wrangle Hill Rd., Bear, DE in the second floor conference room.
- B. Any other items the committee would like to discuss-** Hearing none, the meeting was adjourned at 3:31 PM.